

**REPORT FOR: MEMBER DEVELOPMENT
PANEL**

Date: 1 October 2013

Subject: **INFORMATION REPORT –**
Member Development Programme Update

Responsible Officer: Jon Turner, Divisional Director of Human
Resources and Development & Shared
Services

Exempt: No

Enclosures: None

Section 1 – Summary

This report updates the Panel on the Member Development Programme of events that have taken place since April 2013 and on the progress of the Member Development Programme in 2013/14.

FOR INFORMATION

Section 2 – Report

2.1 Overall Evaluation of Members' Attendance at Training Events Since the last Panel Meeting in April 2013

Training Event	Attended	Did not attend	Very Useful	Fairly Useful	Not useful	No Feed back	More know ledge/ skills required
Public Health 22 nd April 2013	15/63	48/63	1/2	1/2	0	0	0
Members' Quarterly Briefing Table 1 - Family Justice Modernisation Table 2 - Street Lighting (did not go ahead) Table 3 – Planning Table 4 – Local Information System 2 May 2013	21/63	42/63	12/21	9/21	4/21	0	7/21
NEW: Licensing Training 11 June 2013	10/27	17/27	8/9	1/9	0	0	0
Members' Quarterly Briefing Table 1 – Mental Health Awareness Table 2 - Members Health & Safety Induction Table 3 – Housing: Are you ready to be a Designated Person? 24 June 2013	10/63	53/63	6/9 (Table 1) 5/8 (Table 2) 3/5 (Table 3)	2/9 (Table 1) 3/8 (Table 2) 2/5 (Table 3)	1/9 (Table 1) 0 0	0 0 0	0 0 0

Training Event	Attended	Did not attend	Very Useful	Fairly Useful	Not useful	No Feed back	More know ledge/ skills required
Pension Funds Investment Panel Members' Training 25 June 2013	4/4	0	No Evaluations returned				
School Place Planning and the School Expansion Programme 2 July 2013	6/63	57/63	4/6	1/6	0	1/6	0
Governance, Audit and Risk Management Committee Members' Training 22 July 2013	6/13	57/13	1/6	3/6	0	2/6	0
Primary School Expansion Programme – Phase 2 25 July 2013	6/63	57/63	4/6	1/6	0	1/6	0
Governance, Audit and Risk Management Committee Members' Training 2 September 2013	5/13	8/13	3/5	2/5	0	0	0
Equalities Impact Assessment for Cabinet Members 5 September 2013	4/6	4/6	2/4	2/4	0	0	0

2.2 **Member Feedback on the Above Training Events**

The comments below have been taken directly from the learning evaluation sheets completed by Members from the sections 'What else do I need to learn on this topic/Any other comments':

Public Health – 22 April 2013

- Informative session.

Members' Quarterly Briefing: 2 May 2013

Table 1 - Family Justice Modernisation

- Not sure of the benefit to individual councillors expect for portfolio holders/assistance.
- Very unfocused, based on what they wanted us to hear rather than what we needed to know. 18 slides, way too many!
- Personal reading around the legislative framework. Maybe if the legislation was better related to our role as councillors...
- Probably quite a lot. This did seem like a new area to me.
- Very useful to get an insight into changes taking place.

Table 2 - Street Lighting

- Everything – no information! Wasted councillors' time.
- All of it!
- There was no one there. We had very good attendance today. Very poor show. I need explanation of why John did not turn up.
- No one to give briefing on this, which would have been interesting.

Table 3 - Planning

- Lots more. This was a well prepared and presented session.
- Excellent. Best and most interesting information. Innovative and well-delivered.
- Best event of the night. Clear speaker.

Table 4 - Local Information System

- Very good.
- Update data to update us.
- Self teaching by using the website. Excellent idea.

Licensing Training – 11 June 2013

- Regular updates. Examples of particular cases. Regular refreshers of basic issues. Found particular cases in courts very interesting. Do you have the capacity to carry out all your enforcement aspirations?
- Be kept up to date as and when necessary. We need to retain our talented licensing team.
- Good overall.
- How to be an effective member of the panel. Very good.
- More refresher courses regularly.
- More on licensing.

Members' Quarterly Briefing: 24 June 2013

Table 1 - Mental Health Awareness

- Effective links between acute services and community services.
- Periodic reminders/updates.

Table 2 - Members' Health and Safety Induction

- Very good presentation with a very informative handout
- Lots and lots there was not time to cover

Table 3 - Designated Person

- How to act as Designated Person
- Keep up to date

School Place Planning and the School Expansion Programme

- Thanks to the officers.
- More councillors should have attended.
- Which schools are in Phase II – by July 2013.
- Keep informed of development.

- I am very informed after the discussion here, but the planning process will need careful attention. Please keep us informed.

Governance, Audit and Risk Management Committee Members' Training

- More confidence with TM to make better decisions.

Primary School Expansion Programme – Phase 2

- Briefed on FAQs, by Autumn 2013.

- How the expansion is going to impact Secondary School places and how will this impact the future strategy to ensure Harrow stays one of the best boroughs in terms of education. All councillors should be aware of the process at every aspect and be able to provide a positive response.

- Keep members updated about the progress of the expansion scheme – regularly

- Good job!

Governance, Audit and Risk Management Committee Members' Training – 2 September 2013

- This was a very exercise.

Equalities Impact Assessment for Cabinet Members – 5 September 2013

- Please ensure time of training known by all!

- The timing on the email was wrong

3. Planned Activity for the Remainder of Municipal Year

Event	Provider/ Facilitator	Date/Time	Activity and target audience
Personnel Appeals (for Members of the Pool)	Linda Cohen & Lesley Clarke	7.00 pm Thursday 19 September 2013	Members of the Pool
Joint Brent/Harrow Member Development: Leadership Skills	An McNicholl	7.00 pm Thursday 26 September Brent Civic Centre	All Members (20 places available in total)
POSTPONED due to an all day Special Meeting of L&GP	TBC	7.00 pm Thursday 10 October	All Members
Topic TBC	TBC	7.00 pm Monday 28 October	All Members
Understanding and Analysing Performance & Finance Information	Simon George & Martin Randall	7.00 pm Wednesday 30 October	Aimed at Scrutiny Members, Open to all Members
Topic TBC	TBC	7.00 pm Monday 23 December	All Members
Topic TBC	CSMT	7.00 pm Monday 27 January 2014	All Members
Quarterly Briefing: Table 1 – CCG Table 2 – TBC Table 3 - TBC	CCG TBC TBC	7.00 pm Monday 17 February 2014	All Members
Topic TBC	TBC	7.00 pm Monday 24 March 2014	All Members

Topic TBC	TBC	7.00 pm Tuesday 2 May 2014	All Members
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Section 3 – Further Information

None

Section 4 – Financial Implications

Funding for the member development activities and events in this report is within the current budget provision.

Section 5 - Equalities implications

Was an Equality Impact Assessment carried out? No

If no, state why an EqIA was not carried out below:

N/A

Section 6 – Corporate Priorities

N/A

Section 7 - Statutory Officer Clearance

Name: Steve Tingle	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 18 June 2013		

Section 8 - Contact Details and Background Papers

Contact: Jon Turner, Divisional Director of Human Resources & Development & Shared Services, Email: jon.turner@harrow.gov.uk Tel: 0208 424 1225

Background Papers: None